

Project Name: California Accountability Improvement System

OCIO Project #: Not Yet Assigned

Department: California Department of Education

Revision Date: 9/21/09

Concept Statement

Description

Brief description of the proposed project:

The purpose of this project is to establish an online support system that offers both California Department of Education (CDE) and California Local Education Agencies (LEAs) a streamlined and organized web-based Categorical Program Monitoring (CPM) system and improved process. California Accountability Improvement System (CAIS) will provide the ability to track progress of LEA's improvement plans under No Child Left Behind (NCLB). The project includes an extensive discovery process, system design and development, implementation and support through June 2010 by WestEd.

Need Statement

High Level Functional Requirements:

System administration will require technical expertise in line with current Technology Services Division (TSD) skills. As Aalifornka Comprehensive Center (CACC) project support is phased out, CDE will require technical expertise in use of the system to assist CDE and district personnel.

What is Driving This Need?

Education Code (EC) section 64001(b) includes: "Onsite school and district compliance reviews of categorical programs shall continue, and school plans shall be required and reviewed as part of these onsite visits and compliance reviews..." CAIS will use internet technology to enhance CDE's ability to implement an effective categorical program monitoring process. CAIS will reduce the time monitoring teams are in districts, thereby reducing CDE travel costs and district operational disruption.

Risk to the Organization if This Work is Not Done:

If this work is not done, (a) another type of categorical program monitoring process would be needed in its place; and (b) CDE would need to show that it is meeting the requirements of EC section 64001(b). Monitoring of programs is required under most federal funding streams and specifically in EC section 64001(b).

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Benefit Statement

Intangible Benefits

Process Improvements (describe the nature of the process improvement):

The major intangible benefits and process improvements of CAIS include: (a) substantially enhanced document submission, tracking, and retrieval; and (b) greater consistency and efficiency in the implementation of the overall categorical program monitoring process.

Other Intangible Benefits:

The system will provide greater collaboration and information sharing between CPM programs, structured and documented communication between CDE and district personnel, tracking of activity and communication before and during onsite visits, greater ability to support ongoing monitoring of district activities.

Tangible Benefits

Revenue Generation (describe how revenue will be generated):

Will not generate or increase revenue as anticipated tangible benefit of CAIS.

Cost Savings (describe how cost will be reduced):

Will be reduced for both CDE and districts through a combination of streamlined evidence gathering and distribution, electronic versus paper-based documentation, and uniform access to the evidence before onsite visits, reducing the time involved during the onsite visits for evidence review. The system is intended to be significantly configurable by non-IT program personnel with reduced need for specialized skill sets.

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Cost Avoidance (describe the cost and how avoided):

Will not incur development or licensing costs related to the project since the development of this application is funded by CACC,


Risk Avoidance (describe the risk and how avoided):

Will help school districts and other local educational agencies meet legal requirements associated with the receipt and use of categorical funds and avoid penalties associated with not meeting the law. A hypothetical savings in penalties calculated at one percent of an annual \$7 billion in categorical funds received by California school districts would yield an annual savings of about \$70 million in penalties.

Improved Services:

Will provide a direct communication path between CPM and LEA staff and allows LEA staff to upload evidentiary documents in an electronic format in advance of onsite visits. Prior receipt and review of these documents will allow staff to review their contents in advance of the onsite visit and provide more targeted assistance to LEAs during the visit. The system also provides an electronic "management" function for tracking timelines and reports.

Consistency

"No" Responses 		Rationale	Action Required
Enterprise Architecture	Yes	Consistent with the 2009 Enterprise Architecture.	None
Business Plan	No	Currently, CDE does not have a Business Plan.	None
Strategic Plan	Yes	Meets goals of 2001 Information Technology Strategic Plan.	None

Impact to Other Agencies

Nature of Impact to Other Agencies

Agency:

Describe the nature of the impact:

None. This system would be used within CDE, but not interface within CDC or with other agencies.

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Solution Alternatives

Alternative 1:

Continue current processes which rely on monitoring based on paper submissions and extensive travel. Establishing the costs are difficult as the current program is fluctuating. As travel is expensive, fewer sites are being monitored annually to reduce costs.

Technical Considerations for Alternative 1:

Compliance monitors use laptops to prepare findings. They have difficulties sharing information in the field because of internet restrictions placed on laptops. Often provide team leads audit information via e-mail and flash drives. Results and findings are written up in Microsoft Word files.

ROM Cost: to Unknown

Note: high end of range must not exceed 200% of low end of range

Alternative 2:

Establish an online support system that offers both CDE and LEAs a more streamlined, organized, useful web-based CPM process, and the ability to track progress on LEA and Improvement Plans under NCLB. The software development is funded through the CACC grant. The CPM program will benefit greatly from the web-based system which ties program monitoring with improvement functions, both at the state education agencies and LEA levels, reducing duplication of effort and increasing cooperation in areas that are closely related but commonly segregated.

Technical Considerations for Alternative 2:

For the period of the contract, WestEd will continue to provide technical support for CAIS for CDE. Unless there is an additional CACC contract, CDE can either support CAIS itself or choose to contract for support with WestEd or other vendor. CAIS will be developed by WestEd for a consortium of states' education agencies. Because of its business complexity, California is driving many of the technology considerations and standards. The software application will be hosted by CDE, and CDE will pay for hosting, routine maintenance, and system support.

ROM Cost: to 1,450,000

Note: high end of range must not exceed 200% of low end of range

Alternative 3:

None

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Technical Considerations for Alternative 3:	
ROM Cost:	to
Note: high end of range must not exceed 200% of low end of range	

Recommendation

Comparison:

Alternative 1	ROM Cost			Risk
Maintain Paper Based Monitoring	\$0	-	Unknown	<i>Continuing onsite monitoring is too expensive.</i>
Alternative 2	ROM Cost			Risk
Develop a Web Based Monitoring System	\$0	-	\$1,450,000	<i>The cost ongoing support may be too expensive.</i>
Alternative 3	ROM Cost			Risk
	\$0	-	\$0	

Conclusions:

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Recommendation:

CDE has selected Alternative #2.

Project Approach (if known)

System Complexity:			System Business Hours: (e.g., 24x7, 9am-5pm) :		20 x 7	
Architecture	<input type="checkbox"/> Mainframe	<input type="checkbox"/> Client Server	<input checked="" type="checkbox"/> Web Based		Num. of New Databases:	1
Technology	<input checked="" type="checkbox"/> New	<input type="checkbox"/> New to Staff	<input type="checkbox"/> In-House Experience		Interfaces:	Internal
Implementation	<input checked="" type="checkbox"/> Central Site	<input type="checkbox"/> Phased Roll-out			Num. of Sites:	
M & O Support	<input type="checkbox"/> Contractor	<input type="checkbox"/> Data Center	<input type="checkbox"/> Project	<input type="checkbox"/> In House		
Procurement Approach: The software is funded through the California Comprehensive Center grant. At no cost to the state.					Number of Procurements: 1	
Open Procurement?		Yes		Delegated Procurement?		
				No		
Scope of Contract	<input checked="" type="checkbox"/> Development	<input checked="" type="checkbox"/> Implementation	<input type="checkbox"/> M & O	<input type="checkbox"/> Other: _____		
Anticipated Length of Contract:		Years /		2		extensions for ? if extended years